

ADMINISTRATIVE

Approved For Release 2002/06/05 : CIA-RDP80-00498A000200080040-7

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OGC 76-6634
11-23-76

MEMORANDUM FOR: Deputy Director for Administration

FROM : James H. McDonald
Director of Logistics

SUBJECT : Request for Approval of Assistance to Another
Government Component

STATINTL REFERENCE : HR ☐

1. In accordance with Annex E of the reference, we are forwarding the attached report regarding a briefing on microfiche titling techniques on the Documate II microfilm camera to be given to Defense Intelligence Agency micrographics personnel on 29 November 1976 by the Office of Logistics, Printing & Photography Division. Additional copies of the report are provided herewith for the Inspector General and the General Counsel.

2. It is recommended that the request for assistance be approved.

13/ ☐
James H. McDonald

Att

CONCUR:

(signed)
John H. Waller

John H. Waller
Inspector General

23 NOV 1976

Date

(OGC) ☐

Anthony A. Lapham
General Counsel

6 DEC 1976

Date

Chrono. Subject

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ADMINISTRATIVE

Approved For Release 2002/06/05 : CIA-RDP79-00498A000200080040-7

INTERNAL USE ONLY

SUBJECT: Request for Approval of Assistance to Another
Government Component

APPROVED:



John F. Blake
Deputy Director
for
Administration

7 DEC 1976

Date

Distribution:

- 0 - DDA, w/att (For return to D/L)
- 4 - DDA, w/att

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STATINTL

OL Assistance
Request No. OL-002-77

AGENCY ASSISTANCE TO OTHER
GOVERNMENT COMPONENTS

DIRECTORATE: Administration

COMPONENT : Office of Logistics

DETAILED DESCRIPTION OF ACTIVITY:

Brief DIA micrographics personnel on microfiche titling techniques on the Documate II microfilm camera on 29 November 1976.

LOCATION OF ASSISTANCE:

Printing & Photography Building

ORGANIZATION INVOLVED:

Defense Intelligence Agency

BASIS OR REASON FOR ACTIVITY:

DIA is purchasing a Documate II camera to film some of the same types of material CIA is filming. They would like to make their titles compatible to CIA's. In order to do this they would like to discuss our titling methods.

FINANCIAL COSTS:

None

MANPOWER REQUIREMENTS:

1 - 1 1/2 Man-hours

AGENCY EMPLOYEE TO CONSULT FOR ADDITIONAL INFORMATION:

STATINTL

Name:

Organization: OL/P&PD

Telephone Extension: Black

STATINTL